Chapter 2
Getting Started

2.1 Setting TAV Preferences

TAV permits you to set a number of preferences such as window appearance, communication method, and data storage path.

To set these options, select the **Preferences** option from the **Options** menu. (Figure 2.1-1).
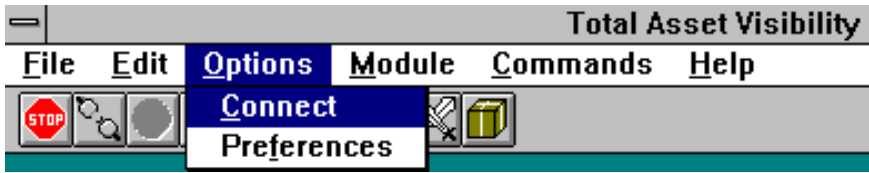

Figure 2.1-1

The Preferences window will appear (Figure 2.1-2).

Figure 2.1-2

After entering the settings you wish to change, press the OK button to save the changes or press Cancel to ignore all changes.

2.1.1 Setting Window Appearance

You may change the appearance of TAV by selecting any of the following options. A check in the checkbox means the option is selected. If a checkbox already has a check mark in it, clicking it again will unselect that option.

- **Show Tool Bar** - If checked, the tool bar will appear at the top of the window just under the menubar.

- **Show Status Bar** - If checked, the status bar will appear at the bottom of the window.

- **Query Override** - If checked, the TAV application will overwrite (update) existing TAV data with new data on your hard drive. If this option is not checked, then TAV will examine the hard drive for existing TAV data. If TAV data does exist and is not outdated, a query will not be performed and the existing data will not be overwritten. The data will be retrieved and displayed from your local drive.

2.1.2 Setting Communication Method

The TAV remote database may be accessed using either a TCP/IP or Modem connection.

TCP/IP - TCP/IP supports direct network access to TAV. PCs connected to a local network (LAN) are connected to the Internet and will support TCP/IP. This is the most reliable form of communications for accessing on-line TAV information.

MODEM - This method connects PCs to TAV via a serial dial-up modem.

You must have access to one of the communication methods above to connect to TAV. If you do not have any of these communication methods available or do not know which method is available, contact your System Administrator. He/She can verify which method you have available and teach you how to use it, or install the appropriate communication software.

To select the communication method, click either the TCP/IP, or Modem button. All necessary information, (such as the phone numbers, if you selected the modem method) for the various communication methods, is stored in the TAVCOM.INI file. This was installed during the TAV installation process. If TAV does not work properly, indicating the possibility that the information is incorrect, contact the TAV Project Office for assistance (refer to Section 2.4.1).
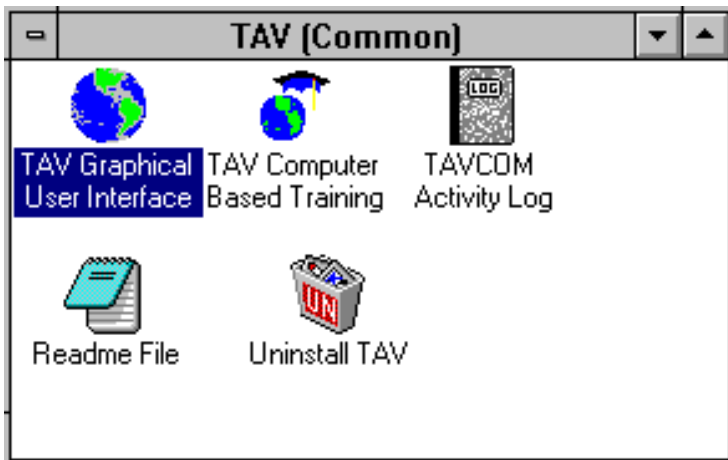
2.1.3 Setting Data Storage Path

The default directory for local data storage is **CACHE**.   The CACHE directory is located in the directory where the TAV program was installed. You can change the path; however, be sure that the directory path that you choose does exist. The TAV program will create a relative CACHE directory if it does not exist, but it will not create the preceding directory path.

2.2 Starting and Exiting TAV

2.2.1 Starting TAV

TAV must be run from within Windows.

To start TAV, locate the TAV program icon. For Windows 3.1, Windows for Workgroups, and Windows NT 3.51, the TAV program is located in the TAV program group in the Windows Program Manager. Double click on the TAV Graphical User Interface icon (Figure 2.2-1).
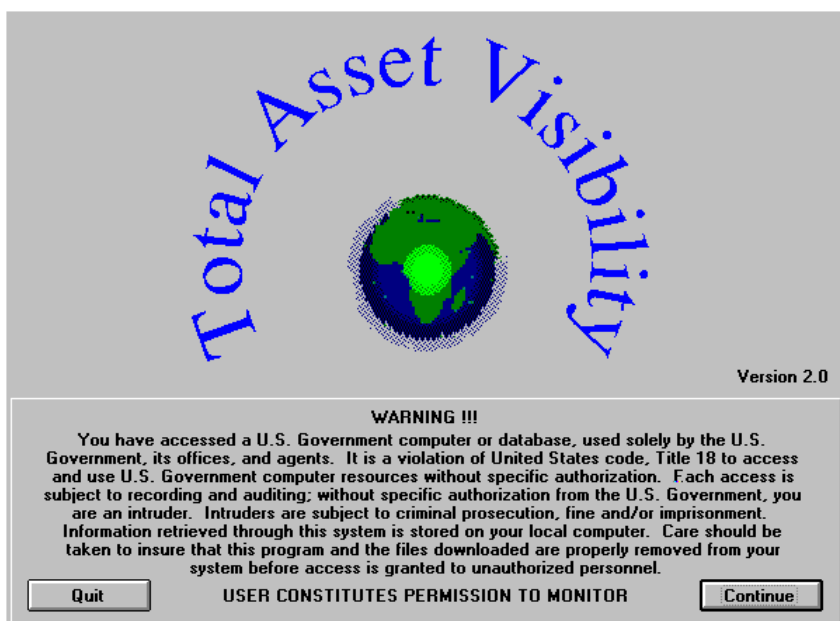

Figure 2.2-1

For Windows 95 and Windows NT 4.0 users, the TAV program icon is located in the TAV program group under the start menu.
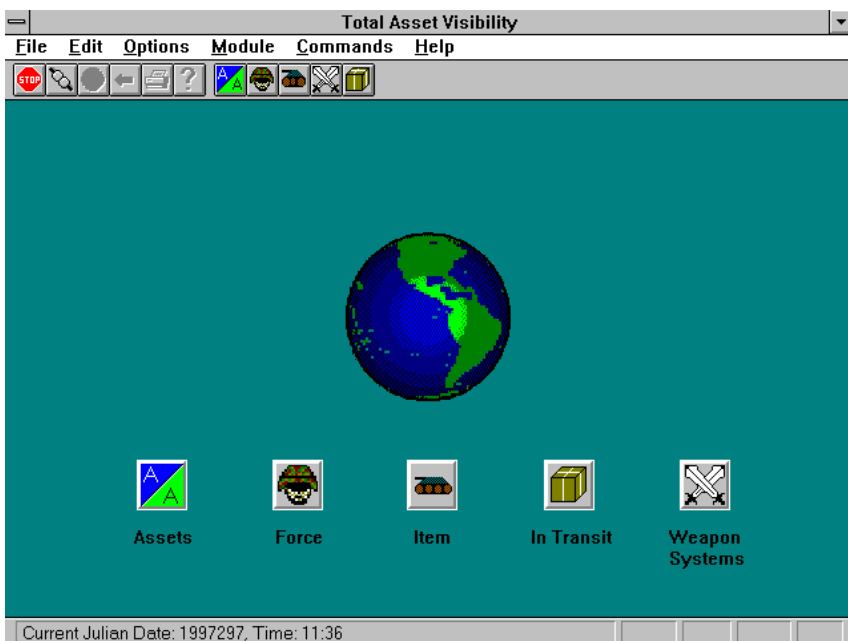
Once TAV is running, the Warning dialog appears (Figure 2.2-2). Read the security warning then click on Continue to access TAV.

After clicking "Continue" on the warning screen, the top level window (Figure 2.2-3) will appear. From this window, you may select different options which are described in the next chapter.

Figure 2.2-2

Note: The image shown in Figure 2.2-2 is an animated graphic. The globe should rotate once TAV is installed. If this does not occur, then go to website: www.webdata.logsa.army.mil/index.html and download Microsoft Video for Windows.
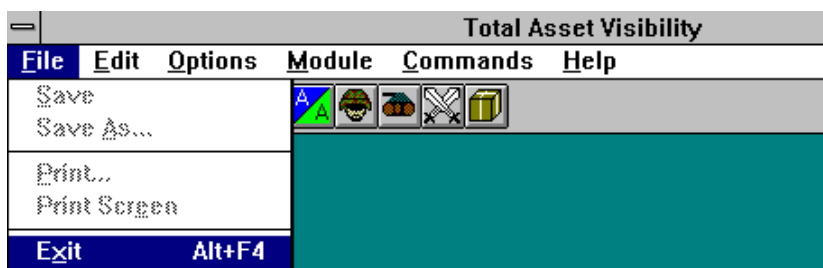
Figure 2.2-3

2.2.2 Exiting TAV

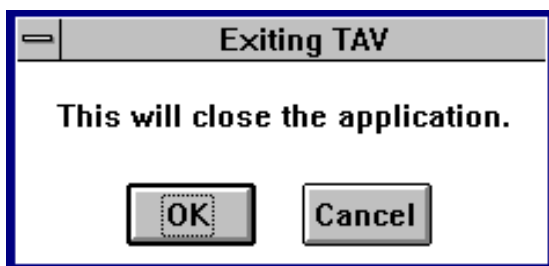You may exit TAV using either the menu or toolbar as described below.

2.2.2.1 Exiting TAV Using the Menu

Select the **Exit** option from the **File** menu (Figure 2.2-4).

Figure 2.2-4

After selecting Exit, you will be asked to verify you want to exit TAV by clicking the **OK** button in the Exit dialog (Figure 2.2-5).

Figure 2.2-5

2.2.2.2 Exiting TAV Using the Toolbar

Click the [STOP] button in the toolbar to exit the TAV application. After clicking Stop, you will be asked to verify your desire to exit TAV by clicking the **OK** button in the Exit Application dialog (Figure 2.2-5).

2.3 Logging On and Off the Server

Before you can access data from the TAV remote database, you must log on to the system.

2.3.1   Logging On to TAV

Logging on can be done using either the menu or toolbar options as described below.

2.3.1.1   Log On Using the Menu

Select the **Connect** option in the **Options** menu (Figure 2.3-1).

Figure 2.3-1

If you selected TCP/IP or modem connection, the login window shown in Figure 2.3-2 will appear. The login window, shown in Figure 2.3-3, will appear once password has expired and has to be changed. You must have a user name and password to connect to TAV. Contact the TAV Project Office to obtain your User Name and Password. Note: User Name is not your given name. It is the User ID name provided by the TAV administrators.
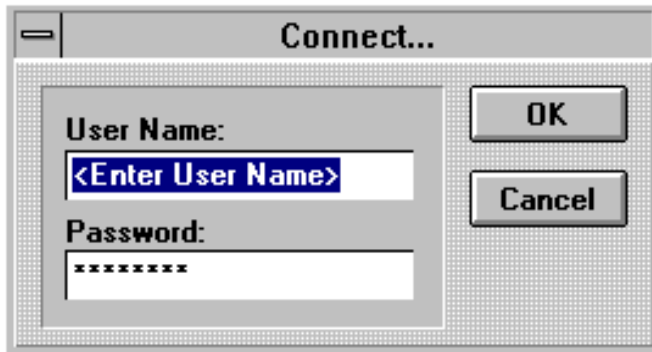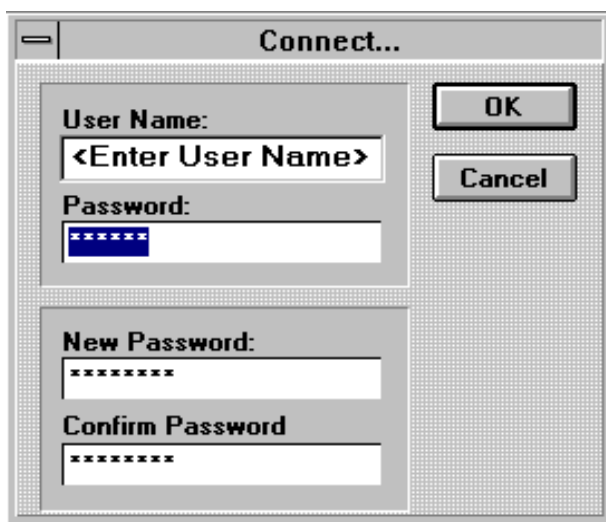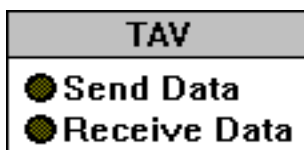

Figure 2.3-2

Figure 2.3-3

In the TAV Connect window, type in your user name and password in the
appropriate boxes, then click the **OK** button. A small indicator box will appear
(Figure 2.3-4).

Figure 2.3-4

The indicators will flash to indicate an attempt to connect. If the indicator box
disappears without any error messages, log on has been completed successfully.
Notice that the icon on the Connectivity button will change from disconnected to
connected (Figure 2.3-5) in the toolbar.
If you receive a message stating your password has expired or is about to expire,
you will be given the option to update your password. Passwords must be
changed every ninety days.
 Note: If you continue to have trouble logging in, contact the TAV Project
Office Help Desk (refer to Section 2.4.1).

 Connected   Disconnected

Figure 2.3-5

2.3.1.2 Log On Using the Toolbar

Click the Connectivity button (Figure 2.3-5 Disconnected). This icon looks like two plugs disconnected. Follow the steps as outlined above to log on to the TAV remote database.

2.3.2 Logging Off TAV

Logging off the TAV database disconnects you from the remote databases. This can be accomplished by using either of the two methods described below.

2.3.2.1 Log Off Using the Menu

Select the **Disconnect..** option in the **Options** menu (Figure 2.3-6). The indicator box shown in Figure 2.3-4 will flash indicating that your are being disconnected from the remote database. Notice that the icon on the Connectivity button will change from connected to disconnected.

Figure 2.3-6

2.3.2.2 Log Off Using Toolbar Option

Click the Connectivity button (Figure 2.3-5 Connected). You will be discon- nected from the remote database. Once the connection is terminated, notice that the icon on the Connectivity button will change from connected to disconnected.

2.4   Getting Help

2.4.1 TAV Help Desk

The ATAV Project Office can be called for assistance at:

DSN: 645-9542
Commercial phone: (205) 955-9542
E-mail: tavofc@logsa.army.mil

2.4.2 TAV Help

The TAV application includes a help function. You can access TAV help by
selecting the Help option on the menu. The help function provides information
on the window currently displayed and on the data fields in that window.

2.4.3 TAV Tutorial

A TAV Computer Based Training (CBT) Tutorial is provided with the TAV
application. The tutorial will help you become familiar with obtaining informa-
tion available in the TAV database. See Chapter 4 for details on how to use the
tutorial.

2.4.4 TAV Tutorial Glossary

The TAV Glossary, found in the Tutorial, can be accessed at any time   while
the tutorial is running by clicking the **Glossary** button (Figure 2.4-1) at the
bottom right of the screen.   See Chapter 4 for details on how to use the on-
line tutorial.

Figure 2.4-1